

SERVER TRAINING

The Honolulu Liquor Commission

June 1, 2020

MANAGERS & BARTENDERS

The Honolulu Liquor Commission (HLC) has made a few changes to Server Training to accommodate physical distancing requirements. Appointments are now required. Please share this information with your co-workers.

Server Training

We now offer 2 types of server training class:

1. **In-Person Server Training**

Managers or bartenders who need to take the server training class for their liquor card can take the "In-Person" Server Training. Please make an appointment to reserve a seat at our office.

2. **2020 Online Server Training (NEW! Beginning June 3, 2020)**

Existing managers and bartenders who already have a liquor card and a server training date in our system are eligible to take the "2020 Online Server Training." You need to watch the online video training, then make an appointment to take the written TEST ONLY at our office.

If you do not pass the written test with 80% correct, you will need to schedule an appointment to take the In-Person Server Training.

PLEASE SCHEDULE AN APPOINTMENT

To schedule an appointment, look for "Select Server Training."

- ◆ Select the training time from the drop down menu, then select the date.
- ◆ Complete the New User information, then click on the Finalize Appointment Calendar button.

To schedule an appointment, click the icon below:

SCHEDULE SERVER TRAINING

(WEB VIEW)

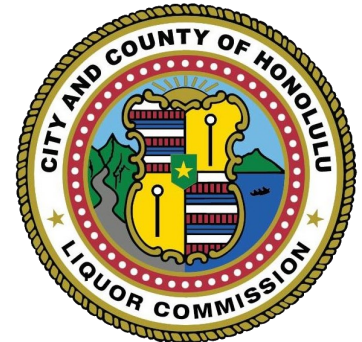
Note: if you provide an email address, you will receive an appointment confirmation email. Please, only one (1) appointment per customer, and be sure to arrive 5 minutes prior to your appointment time.

Questions? Please visit: <http://www.honolulu.gov/liq/trainingeducation.html>

For the continued health and safety of our community, we will require you to:

- ◆ Cover your mouth and nose with a cloth face cover
- ◆ Practice physical distancing (at least 6 feet from other people)

Your appointment may be canceled if you don't follow these requirements.



Required Documents

- 1) Valid, unexpired Government-issued photo ID
- 2) Original Social Security Card or W-2 Form with entire SSN on the document
- 3) \$10 processing fee
- 4) Manager Authorization Letter (for blue or purple manager liquor cards only)

- New applicants: bring all items listed above
- Existing customers: bring items #1, #3, #4
- All Customers: a cloth face mask covering your mouth and nose is required.

Contact Us

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Phone:
(808) 768-7334

Visit our Website:
<http://www.honolulu.gov/liq/>